### RELEASE INSTRUCTIONS (RI)

WHC-CM-5-4

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#### IMPLEMENTATION NOTICE

(ROUTE A COPY OF THE IMPLEMENTATION NOTICE TO ALL USERS OF THIS COPY OF THE MANUAL)

Procedures revised to current operating practices.

Please note that this may be the last update to the Laboratories Administration manual. You will receive a notice when the manual is recalled. The procedures contained therein are being moved to other procedure systems such as Laboratory Administrative Procedures (LAPs) and the WMH Level 200 series.

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Page 1 of 29 September 9, 1997 Approved by Technical Verification of Analytical Laboratory Data Packages J. E. Hatt, Manager Hanford Analytical Services K. N. Pool Author: Sample Management Organization:

#### 1.0 PURPOSE

This section identifies the technical verification methodology used by Hanford Analytical Services (HAS) to assure data package quality and completeness prior to transmittal of a data package to the validators. The technical verification process is performed to fulfill the requirements set forth in WHC-CM-3-5, Document Control and Records Management Manual, Section 9, "Quality Assurance Records." stands about twitte, of a himself

NOTE: Laboratory data packages can be "stand alone" or "summary". ranetave gainerias ca

#### 2.0 SCOPE

This section is applicable to data packages that are verified by the Sample Management organization of HAS. Times almaniae

#### 3.0 RESPONSIBILITIES AND PROCEDURE

3.1 Data Management Clerk

MOTE 2.3

- regarder of neutrality was helf and not no contracted an include sett mend.

  Receive record copy of analytical laboratory data package from laboratory. 3.1.1
- Perform receipt activities in accordance with WHC-CM-5-4, Section 3.16, "Data 3.1.2 Package Control."
- 3.1.3 Forward data package to data verifier upon completion of the receipt/control activities.
- 3.2 Data Verifier signal 21511

Technical Verification Date

3.2.1 Receive data package. けいいいんけんき 🏢 🌣

or edit y sinh vantancé discitalest edido (astitutione), active egoc ad sisa e anulasti L2 Generate, as necessary:

Daily Verification Summary and Missing Information Report: Radchem (DVS-MIR-R, Rev 0)

WHC-CM-5-4, Laboratories Administration  Technical Verification of  Analytical Laboratory Data Packages	3.20 Rev. 0 September 9, 1997 Page 2 of 29
Data Verification Summary and Missing In	oformation Report: Chemistry (DVS-

- MIR-C, Rev 0)
- Chemical Data Package Verification Coversheet
- Radiochemical Data Package Verification Coversheet
- Data Verification Checklist(s). (See Appendix A for listing of checklists.)

Checklists applicable to a data package are dependent upon the analyses performed by the analytical laboratory. NOTES: 1:- ; For each data package verified, the Daily Verification Summary and Missing Assusance Accords. Information Report will be completed.

Assign a unique technical verification number to each data package using the following 3.2.3 numbering system:

2.6 SCOPE T-XXXXXX-XX instructions. 🗐 This section is spiris organization of HAS Sequential Number VSIBILITIES AND PROCEDURES

A verification log will be maintained to track sequential numbers. NOTE:

Enter the following information on the Data Package Verification Coversheet: (2014) The Coversheet of the following information on the Data Package Verification Coversheet: (2014) The following information on the Data Package Verification Coversheet: (2014) The following information on the Data Package Verification Coversheet: (2014) The following information on the Data Package Verification Coversheet: (2014) The following information on the Data Package Verification Coversheet: (2014) The following information on the Data Package Verification Coversheet: (2014) The following information on the Data Package Verification Coversheet: (2014) The following information on the Data Package Verification Coversheet: (2014) The following information on the Data Package Verification Coversheet: (2014) The following information on the Data Package Verification Coversheet: (2014) The following information on the Data Package Verification Coversheet: (2014) The following information Coversheet: (2014) The fo 3.2.4

Project

- Perform receipt activities in accordance with while LNESS, Section 3.16. 3.1.2 Sample Delivery Group
- Reviewer (Data Verifier) noqu refirev sieb ( egebata Package ID Number E.I.E
  - HEIS Sample Numbers Technical Verification Date
  - Laboratory 3.2.1Receive data package.
- Perform a page by page review (verification) of the analytical laboratory data package 3.2.5(conditate, es pocassatur verifying the following items:
  - Case Narrative Sample Data
  - Chain of Custody Standards Data
  - Laboratory Chain of Custody RAW QA Data

6.0 DETLANDO

Technical Verification of Analytical Laboratory Data Packages

QC Summary

Additional Data

NOTE:

Each item listed in Step 3.2.5 is documented on the data package checklist(s) as — being present or absent by checking "yes" or "no." Items not technically required are documented as "Not Applicable" in the appropriate checklist box.

- 3.2.6 If a deficiency is found:
  - 1. Document the deficiency on:
    - a. Checklist(s)
    - b. Daily Verification Summary/Missing Information Report.
  - 2. Notify responsible laboratory by facsimile of the missing information.
  - 3. Follow up by telephone if no response has been received within two working days.
  - 4. The Analytical Laboratory will facsimile the missing information or other response within two working days.
- 3.2.7 The Data Verifer will perform the following actions.

  - 2. Document the deficiency on transmittal form to validator if it is determined that the missing data cannot be provided by the laboratory (destroyed, never generated, and so forth).
  - 3. If no deficiency is noted, complete appropriate information on:
    - Daily Verification Summary and Missing Information Report
    - a. Generate the transmittal form to Validator.
    - b. Place verification coversheet and verification checklist(s) in front of data package.
    - c. Retain copies of verification coversheet and checklist(s).
    - d. Forward technical verification documentation, transmittal and laboratory data package to file custodian.
- 3.3 File Custodian
  - 3.3.1 Receive data package from verifier.

Books areas in the light of markets consider the extremely extremely

Reselve and parkey

3.3.2	Assign unique transmittal number.			
3.3.3	Prepare for release to validator.			:
NOTE:	The file custodian will maintain a transmittal log to track see all data packages transmitted to off-site validation contractor			rs for چر
4.0 REC	ORDS — — — — — — — — — — — — — — — — — — —	br•€	- नी भूग भूग	. <b>E</b>
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	deficiency is noted, complete appropriate sintermation on:	lf no	3.	
	Daily Verification Summary and Missing Information Report	7	· ?	<u>-</u> .
	Generate the transmittal form to Validator.	3.	- ,	· <u>-</u> .
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#### APPENDIX A

Figure 1. Chemical Data Package Verification Checklists.

The following checklists are available through the Sample Management organization:

Form Number	Verification Checklist Type	
A-1	Volatile Organic	ruindure rijesa T
A-2	Semi-Volatile Organic Data	بغوم سامارما . 
A-3,	Pesticide/PCB	a na r gad affi
A-4	Gas Chromatograph (SW-846 Methods, EX. 8015M, 8080, etc.)	
A-5	Dioxin/Furan Data	
A-6	Inorganic Analysis Data	
A-7	General Chemistry Data	
The second secon	Radiochemical Data Package	_
And the second s	Beta and Gas Proportional Counting	I as artana
e i sa mari communicamente e e e la son emono e g	Alpha Spectroscopy	-
	Gamma Spectroscopy	
	Alpha-Emitting Radium Isotopes Using Scintillation Counting  Verification	
The second secon	226 Radium Analysis Using Scintillation (Lucas Cell) Counting	
		=
	Liquid Scintillation Counting	=======================================
	Uranium Analysis by Fluorometry	
,	Total Uranium Analysis by Kinetic Phosphorimetry	1 
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ر. هم به با در موسود معموم در روب وبرسود	Selected Radioisotope Analysis Using Inductively-Coupled Plasma/Mas Spectrometry	s ;

Figure 2. Chemical Data Package Verification Coversheet.

Project:		·····	•	Reviewer:				Date:		·
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	cage ID:				Case Narra	tive Presen	t? -Yes - No	)		
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Figure 3. Radiochemical Data Package Verification Cover Sheet.

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Figure 4. Daily Verification Summary and Missing Information Report: Chemistry (DVS-MIR-C).

Daily Verification Summary and

Verification BOA			<b>-</b> .				
Verifier			_	•		٠.	
Date			- ,			•	
Project(s)			)				
Cognizant Engineer			_				
Data packages verified this date (list by number or other identifier)			pes conta ate in b	ined in dat	a		
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Total				. <b></b>	•		•
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Total	_	<b></b> .			_		.:
X Data packages and analytica	t groups w	ith miss	ing infor	mation (Tot	al 4 x 1	00 }	
*						Total	3
Confirmation: Every sample d	— Melivery or	oup shad	 ed in ite	—	cklist a	ttached.	
Verifiers initials		-p ==	; , , , ,	4	<b></b>		:
Confirmation:Every checklist		ackade i	tems circ	led above h	, . as been	faxed to	lab -
48 hour return of missing inf	formation t	o verifi	er.	:		* :	:
Verifiers initials	•	,				¢	,
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ζŤ.

Do not file daily report on days you do not complete any verification.

Figure 5. Daily Verification Summary and Missing Information Information Report: Radchem (DVS-MIR-R).

Daily' Verification Summary and Hissing Information Report: Radchem (DVS-KIR-R) Verification BOA \$'\_<u>--</u># Cognizant Engineer Analytical types contained in data package (indicate in box) Data packages verified this date (list by number or other identifier) - Ra-226 LSC Yotal mann berbemenel an gold au schiffe. . schiffe ? าง - ยู่ของ ขอได้สมบันท์ ที่ Data packages and analytical groups with missing information. (circle above) 5 Confirmation: Every sample delivery group shaded in item 3 has checklist attached. 6 Verifier's initials Confirmation: Every checklist for data package items circled above has been faxed to lab for 48 hour return of missing information to verifier. Verifiers initials any earn's WHC Distribution 8 Per Current Distribution List Verifier Signature -

NOTES:

Do not file daily report on days you do not complete any verification.

September 9, 1997
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Figure 6. Transmittal Form to Validator.

	Transmittal Numbe			
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	Transmittal Form to Validator	<del>,</del>		
	To Validator (BOA)	<u> </u>		
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	Project/OU	<del></del>		
	Data Packages Attached (list and attach)			
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<b>3</b>	The attached data packages have been verified and (check one)  All required checklist items are included			
;	Checklist items circled on attached verification checklist for provided and the decision has been made to proceed with valid			
	provided and the decision has been made to proceed with van	dation anyway.		
:	e division coloreste di seffeste dilu santa lentreleta non regulita rica Certified by Verifier			
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	Data 2 25 1 1/m/	1.2		

Package ID:

Technical Verification of Analytical Laboratory Data Packages

Review the data package for completeness and check off the items laboratory for re-submittal.	below. If any data revi	ew elements ar	e missing,	contact the
Data Package Item	Present?	Yes	No	N/A
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Quality Control (QC) Summary	•		-	
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Continuing calibration reports	a Planting Lines			
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NOTE: Checklist items required by "summary" data packages are identified by an asterisk(\*) in front of the item.

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Rev. 0

Technical Verification of Analytical Laboratory Data Packages

September 9, 1997 Page 12 of 29

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Data Package Item	Present?	Yes No N/A
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Sample Data		Contract Con
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Continuing calibration reports_	·-	i moz <u>a administa ba DB 🛴</u>
RIC and quantitation reports for cont, calibrations	nos	em yearine stadade kinstif
Internal standards summary report		e QC Dece - Tuning, species and mass likel
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# PESTICIDE/PCB DATA VERIFICATION CHECKLIST - FORM A-3

Review the data package for completeness and check off the items below. If any data review elements are missing, contact the laboratory for re-submittal.

Data Package Item	Present? Yes No N/A
Data Fackage tiens	Present? Yes No N/A
Quality Control (QC) Summary	
*Surrogate Summary report	
*MS/MSD Summary report	
*Blank summary report	<del></del>
Sample Data	—————————————————————————————————————
*Sample reports	growing Tip terminal
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UV traces from GPC	and the second s
Standards Data (2/88) \( \Omega \) N/A	
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Posticides/PCB Standards Summary	Sumands Date
Pesticides/PCB identification	्रा १ वर्षा । स्वरूप १ वर्षा १
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Pesticides standard chromatograms	r 🚃 in A 🚃 interesi da da ili ambaligada sera De 🐨
Standards Data (3/90) △ N/A	eine of the decision for all and where it is a complete.
Pesticide Initial Calibration of single component analytes	्राहानीय वारानु व्यवस्थात केरा संस्कृतसूर्व व्यवस्थात हारा वाराज्य स्थान
(Retention Time Window)	
Pesticide Initial Calibration of single component analytes	งรณาณาลา เหตุ แนนจากเหตุ เกิด จาก จายความสาคาน 🖰 🌊
(Calibration Factors)	Countries to absense to-the governors and markets and
Pesticide Initial Calibration of multicomponent analytes (PC	<u> </u>
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Pesticide GPC calibration	
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Pesticide identification summary for multicomponent	AC LOOK DOOR OF
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Pesticide standard chromatograms	
Raw QC Data	
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Additional Data	The second secon
- Moisture/% solids data sheets	
- Sample preparation sheets	
GC/MS confirmation spectra	
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Package ID:

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Continuing calibration standard concentrations		Pessicide Initial Calification STEER
Continuing calibration summary		werenika aleka yang bilang bil
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Sample preparation sheets —	*	Pesticide alament citronalogy
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#### DIOXIN/FURAN DATA VERIFICATION CHECKLIST - FORM A-5

Review the data package for completeness and check off the items below. If any data review elements are missing, contact the laboratory for re-submittal.

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	Internal standards recovery	<u>-</u> -	<b>→</b>	_	., -
	*MS/MSD recovery	· -		,	=
	*Method blank summary				-
Sampic					
	*Sample results	·		* * ~	n i see
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	Quantitation sheets for all samples/extracts				<b>产业信託局</b>
•	Extraction data sheets for all samples/extracts	-	_ '	,	
	Instrument time/run logs all samples/extracts	· -		e se Popul	<b>.</b>
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	Initial calibration summary of RRF/RSD data	) "uthi		G1	San San
	Initial calibration summary of isotope ratios	,	<del></del> -		. , . , . , . , . , . , . , . , . , . ,
	Chromatograms (SICP1) for all initial cal. standards		ಽಽೢೣೢೣ		
	Quantitation sheets for all initial cal. standards	_			
	Continuing calibration summary of RRF/%D data		<b>—</b> — .		424
	Continuing calibration summary of isotope ratios			- 3 (Pin )	_
	Chromatograms (SICP's1) for all continuing cal. standards	÷.	<u> </u>	r defect to a	arm valg
	Quantitation sheets for all continuing cal. standards			1. <u>2.35; 7</u> :	જ તા <sup>ક</sup> ેલ <u>''</u>
• .	Instrument time/run logs for all standards			go. aki	arenali 🚊
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#### INORGANIC ANALYSIS DATA VERIFICATION CHECKLIST - FORM A-6

Review the data package for completeness and check off the items below. If any data review elements are missing, contact the laboratory for re-submittal. . . . Present? N/A Data Package Item No anner 🖟 🏝 et melet Cover page (CLP only) 2587 20.000 4 Sample Data gradian in ee s \*Inorganic analysis data sheets\_ gumena **Bri**ria Island Standards Data Initial and continuing calibration verification CRDL standard for AA and ICP (Detection limit verification) Charles graces (5-7-21) for 11 samplestartees OC Summary Countration should be all sample desirates \*Blanks Etiniacióna data sincis for alla recipiación dada arribación ICP interference check summary seen moderal part participation and anti-\*Matrix spike and dealers? แกมได้เทรดงสุดเกล สิทเกิดสาร โดยเลยได้ส \*Matrix spike duplicate \*Post-digestion spike sample recovery India calebra or man of Alberth dela sector spate the grammer additionation belief. \*Duplicates \*Laboratory control sample Completion always for all helper call engelents Standard addition results ICP serial dilutions Commissing adifraction commism of ARF/AB doc. Construing, swiltensing number of isotope ratios Characterings (N 1978) for il continuog cal, assirade Instrument detection limits ICP interelement correction factors Quantituding sheets for all continuing cal, standards ICP linear ranges ti-stacts its red egoi contendi inomerical Preparation log Instrument run log Calleration of malant constitute of the Raw QC Dun Raw Data ICP raw data Furnace AA raw data Laboratora<del>: Mank receits</del> Translet make min for the leberatury blanks Flame AA raw data Mercury raw data O Budden grant for all laboratory Stages Martin St. 3 - Martin Tolke Martin Cyanide raw data · Additional Data Missin GEMPERA Moisture/% solids data sheets <u>೯೭೭೦) ಜರ್ಚುಕನೆಸಿಸಲಿಗೆದಿ</u> Sample preparation sheets aroceta con malacido Additional Date Same probable share Comments

NOTE: Checklist items required by "summary" data packages are identified by an asterisk(\*) in front of the item.

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	*Spike sample recovery data		•		=
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		3 1	The Control of	२८ १) रामानेकार्युः <b>स्ट्रा</b> टे १४५१ - इंग्रन्ट वर्षस्थानसम्बद्धाः स्ट्रिट्ट
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Anions: chloride, fluoride, nitrate, sulfate	, phosphate, bromide	un militarios des front	ZOU MI C	roger AUM and Eliusek
Colorimetric: COD, cyanide, sulfate, chic	oride, phosphate, nitrat	e+nitrite, ammonia,	phenols	i skot Burgensi bud ar
Gravimetric: TDS, TSS, % solids, TOC,	sulfate, oil and grease	,		umple properation deta- la ministra bureu
Ion Selective Electrode: pH, ammonia, ni	trate, fluoride, cyanid	s, sulfate		មានមានក្រោះ ។ មានប្រជាពីក្រោះ ខ្លាំង ដែ
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TPH: Methods 418.1 or 413.2	•			n na haran da arawa ka ili da a
Other: TOC/TOX, Hydrazine				المه¥سودي الأراب ما المالية. الأرام المرابية
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NOTE: Checklist items required by "summary" de	ita packages are identi:	fied by an asterisk(*)	in front of	the item.
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# VERIFICATION CHECKLIST FOR BETA AND GAS PROPORTIONAL COUNTING

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Data Package Item			Present?	Yes No N	<b>A</b>
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	dyses, recounts and		జకమాలు కిద్దా భ	tarev∏ขอ∮บางจะมีอาณา	. Da 🔑 😁
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# VERIFICATION CHECKLIST FOR ALPHA-EMITTING RADIUM ISOTOPES USING SCINTILLATION COUNTING

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Matrix Spike Recovery				••					0		٠.	•
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## Package ID: VERIFICATION CHECKLIST FOR RADIUM-226 ANALYSIS USING SCINTILLATION (LUCAS CELL) COUNTING

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Technical Verification of Analytical Laboratory Data Packages

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# Technical Verification of Analytical Laboratory Data Packages

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Technical Verification of Analytical Laboratory Data Packages

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# VERIFICATION CHECKLIST FOR TOTAL URANIUM ANALYSIS BY KINETIC PHOSPHORIMETRY

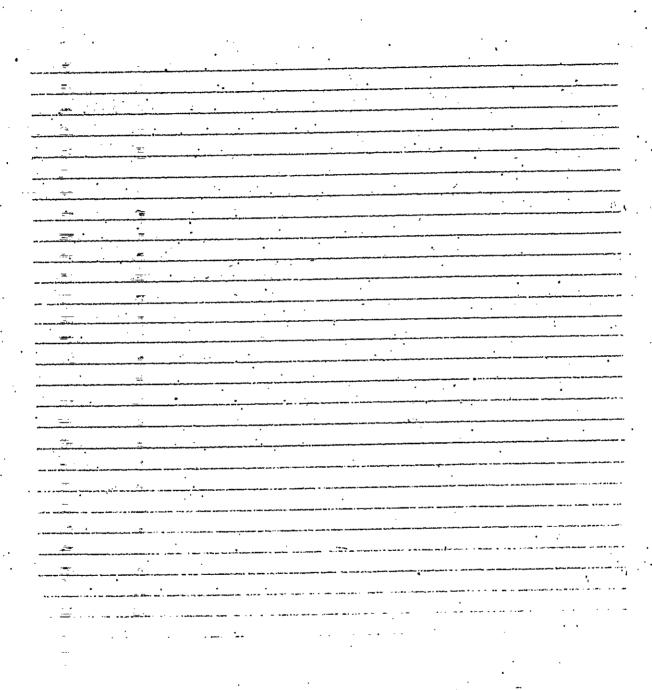
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Training Programs

Approved by

J. E. Hyatt, Manager

Hanford Analytical Services

Author:

C. R. Nick

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Technical Support

#### 1.0 PURPOSE

Organization:

This section outlines training programs for Hanford Analytical Services (HAS) personnel.

5/3/1002

#### 2.0 SCOPE

This section applies to all HAS organizations. A list of general and facility specific required courses for various positions within HAS are available on the Training Matrix (TMX) system.

La de la colo

#### 3.0 DEFINITIONS

See Section 4.1, "Training Responsibilities and Definitions," for a list of the definitions that may apply to this section.

#### 4.0 DESCRIPTION

#### 4.1 Training Matrix (TMX)

THE SUPCONTRACTOR PERSONNEL VEHIND

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CHAPTER STRUCTURES OF A STRUCTURE OF

Managers use the TMX system as a tool to identify and track the training that employees need. The TMX also serves as the training plan for individuals and positions within each organization. TMX is linked to the Training Records Information System (TRI), which is the sitewide training records database and the source of an employee's training history.

gravers defended to track and consider an isother defendancy procures. On-disciplination

A.1.1 Provided the control of the Craining Matrix was become for a serior of the control of the

Managers take these steps to request access to the TMX.

- a. Determine whether you or a designated training coordinator will be the user.
- b. Request an Application for Access to the Training Matrix from the TMX staff by calling 376-8151 (cc:Mail Training Matrix).

<sup>\*</sup> This procedure has been rewritten, therefore, no revision bars were used to denote changes.

Page 2 of 4

- c. Complete the application and return it to Training Matrix (G6-78).

  An access password will be assigned.
- d. Once access is gained to the TMX system, the menu option entitled "User Instructions," will provide an in depth explanation of basic operation and special features of TMX. (Instructions are also on HLAN under Training)

PURIFISE

0.00

## 5.0 POSITION QUALIFICATION RECORDS

In addition to the course requirements identified in the TMX, Position Qualification Records are required for some HAS operational positions such as chemists, engineers, power operators, maintenance, PICs, RCTs, chemical technologists. By 3/1/98 all personnel in these positions will have completed Qualification Records on file. These records document training and operational competencies specific to a job assignment. For information and examples of Position Qualification Records see Section 4.3, Training Administration of this manual.

#### 6.0 . PROCEDURE TRAINING

3.0 DEFINITIONS

Hanford Analytical Services requires documentation of training on laboratory procedures per on-the-job training (OJT) Checklist for procedures identified in Qualification Records. LTS (LABCORE) will be used to track and update training on laboratory procedures. On-the-job training checklists are used in accordance with Section 4.4 of this manual.

#### 7.0 SUBCONTRACTOR PERSONNEL TRAINING

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The operating organization will assure that subcontractors or temporary personnel meet the qualification requirements for the job function to be performed or provides direct supervision by a qualified facility representative noncornation success and the strength persons transfer the conditions of the personnel of the performed or provides direct supervision by a qualified facility representative noncornations and the source of an engloyee's transfer his provides the personnel of the personnel o

A vendor prework checklist is being developed as part of the associated work package. This will serve as a screening device for subcontractor training. The example is available from the Work Control Center.

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\*\*Note of the associated work package. This will serve as a screening device for subcontractor training. The example is available from the Work.

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Tarrios 4.4, "Oz-dar-Job Training."

#### **Training Programs**

#### 8.0 MANAGEMENT REQUIREMENTS

8.1 Line management determines the required training for personnel.

This may be accomplished by comparing the existing TMX Position Description and associated courses with generic position training requirements found in WHC-IP-1184, *Training Requirements and Instructions*. (WHC-IP-1184 is on HLAN listed under Training.) The facility training scheduler will assist the manager in updating individual TMX reports to reflect current requirements.

- Line management are responsible for maintaining position responsibilities, the entry level education/experience requirements, and course requirements in the TMX system. TMX revisions will be made by the facility training scheduler.
  - 8.3 Line management is responsible for monthly reviews of personnel TMX training records to assure that initial and continuing training requirements are met. Whenever possible, the facility training scheduler will notify line management of requirement and course changes which may effect their personnel.
  - 8.4 Line management is responsible for ensuring that employees are scheduled, notified, and attend required training courses.

When training is requested, employees will be enrolled in courses by the facility training scheduler.

8.5 TMX training records will serve as the individual's training plan. The same and the same section 1.2, there is no usually and usually

Position responsibilities, and entry level education/experience, as indicated by the TMX
Position Description/Training Plan Report, will serve as the training plan for positions and individuals within each organization.

8.6 Line managers shall initiate changes to TMX records.

Line management is responsible for notifying the facility training scheduler of changes to individual TMX reports. The facility training scheduler will update the TMX records and schedule any additional required training.

#### 9.0 OVERSIGHT OF TRAINING PROGRAMS

Technical Support shall serve as the oversight organization for HAS training programs. This shall be accomplished by periodic audits of TMX reports, Qualification Records, Required Reading Records, and OJT Checklists. Technical Support will serve as point of contact for questions regarding training courses or TMX implementation.

#### Training Programs

#### RECORDS 10.0

Any records generated as a result of activities described in this section will be managed in accordance with applicable Records Inventory and Disposition Schedules.

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	-CM-2-15, Training Administration Manual subjection of the system like shoots guidien XICT Section 7.2, "Accessing and Using the Training Matrix."	, P 8
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## Oversight of training programs

Technical Support shall serve as the oversight organization for HAS training programs. This on the color state of notice fillent our case want to alber older tong yet bade larger males thats 

Rev. 1 Page 1 of 16

Management Assessment Program

Approved by

J. E. Hyatt, Manager

Hanford Analytical Services

Author:

Organization:

T. F. Dale

Operations Support

#### 1.0 PURPOSE

September 9, 1997

The purpose of this procedure is to describe the Management Assessment Program for Hanford Analytical Services (HAS). This program is designed to foster continuous improvements in safety, quality, and operational efficiency throughout AS activities. The program will also integrate assessment schedules from programs, such as: Conduct of Operations and Conduct of Maintenance, management observations, surveillances and assessments to provide the means for effective trending analysis. This meets the requirements of 10 CFR 830.120 and DOE Order 5482.1B (DOE 1990).

The designated document corage and proceeding locations for records passented by the extense Assessment Program.

#### 2.0 SCOPE

This procedure applies to all personnel and organizations who perform activities, functions and operations within HAS facilities and organizations because the activities are secured as a second of the second seco

3.0 DEFINITIONS

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A condition that could have a actions effect on andry. These are to be reported immediately at Fediniv Mangaement.

Assessment

A planned and documented verification performed to determine compliance to and effectiveness of requirement implementation.

O - PERCONSTRUCTURES

Marian Assaument Files

Assessor

Organizes, performs; and directs an assessment, reports assessment results, and evaluates related corrective actions.

Suppose of the antisevences recombined testal of antiseven result penalthing relatives.

Provides guidance, when necessary, to foster continuous improvement, and promotoprogram consistency and implementation of excellence.

Condition

An all-inclusive term applied to deviations, failures, malfunctions, deficiencies, defective items, nonconformances, and noncompliances in items or activities affecting quality, safety, i.e. health, operability, or the environment. Sources but no designed the environment.

Evaluation Package ni ms gord inemassical instrugental trib solivitos goldina a votige and criteria, assessment lines of inquiry, and any other related information provided for the performance of the assessment.

Functional Area Owner

Responsible for evaluating, defining, and justifying applicable requirements within their assigned functional area.

Functi	onal	Areas
	Y7: -L	

Eight topical areas have been identified as a basis for this assessment program: Quality Assurance, Training and Qualification, Conduct of Operations and Maintenance, Radiation Protection, Environmental Management, Occupational Safety, and Laboratory Engineering (See Appendix A)

Lines of Inquiry

Series of questions, the answers to which establish compliance with a requirement and its performance objectives and criteria. goant's emediacist on all at an lectural and to sanquid and en

Hanger and fried Services (Half). "The program is the first configuration of the first services improvement if the management Assessment and first the first services and opening out of the first services. The first services are the first services and opening the first services are the first services. The first services are the first services and opening the first services are the first services and opening the first services are the first services and opening the first services are the first services and opening the first services are the first services and opening the first services are the first services and the first services are th An evaluation of management processes performed by the Functional manager to determine compliance to and effectiveness of implementation of program requirements. and pris macu the requirements of 10 CFR 850.120 and DOE Order 5 482.1B (DOE 1950).

Management Assessment Files

The designated document storage and processing locations for records generated by the 34008 7 8.2· Management Assessment Program.

Performance Objectives and Criteria y anolisainagio bas leonearon lle or spilique embeconquidit ... Broad statements of direction, purpose, or conditions for performing work (performance nonsing). objectives), along with criteria that should be met in order to achieve those objectives.

Significant Condition

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A condition that could have a serious effect on safety. These are to be reported immediately to Facility Management.

A planned and documented verification performed to determine compliance to and effectiveness of requirement implementation.

#### RESPONSIBILITIES 4.0

Assessor

- Organizes, performs, and directs an assessment, reports assessment results, regent AH 14. related corrective actions.
  - Provides guidance, when necessary, to foster continuous improvement, and promote 4.1.1 program consistency and implementation of excellence.

An all-inclusive term applied to deviations, felluces, melfunctions, deficiencies, defective 4.1.2 poss. Ensures the appropriation of necessary funding, resources and personnel for proper development, implementation, and maintenance of the program, willowson disease.

- Approves training activities for Management Assessment Program in compliance with fave 4.1.3 ECISION WHC-CM-5-4, Laboratories Administration, Section 4.1, Training Responsibilities information provided for the partermance of the assessment. and Definitions."
- Review quarterly report for improvement opportunities. 4.1.4 The second of the second of the second

.2	Funct	ional Area Managers	
4.2.	.1	Provides input to Management Assessment Coordinator to identify an integrated assessment schedule that ensures continuous coverage and evaluation during a three-year cycle.	. –
4.2	.2	Supports the development of evaluation package to address performance objective criteria.	es and
4.2	.3	Ensures qualified assessors and points of contact are assigned for each assessmen	nt.
4.2	.4	Performs the assessment or leads an assessment team, as scheduled.	
4.2	.5	Reviews and integrates assessment evaluations into a single assessment report.	-
4.2	<sup>н</sup> гаст <b>6</b>	Forwards assessment results to Management Assessment Coordinator.	
4.2	7	Attends training as required. हा का निर्माण कर कि कि कि कि का का का कि निर्माण कर का कि कि कि का का कि कि कि का का कि	Variable of
.3	Asses	ssors FULTATIVENEETHE ME HOO	গৰু - 0
4.3	3.1	Reviews evaluation package with Functional Area Manager and incorporates devissues.	eloping
4.3	ie €€ xi 3.2	Functional Area Manager reviews the assessment assessment for leading (see Appending Conducts and evaluates the assessment are as all a second are as a second for a second fo	1.1.6 : <u>=</u>
4.3		Documents observations and summarizes assessment results and submits to Functional Managers to bus sovietide sent more a call grigon to sould visage of	ctional
4.3	3.4	Attends training as required.	
1.4 <sup>2</sup>		eq et nisq s gniqoleren andw bereviviren et blueds kont yilling bebrjorf assessmente, dastring work interruption is minimized and applicable work performat.	<b>=</b> ()

- maintenance of the program.

  20.1000112 10.000 20.000 10.0000 10.
- 4.4.3 Maintains the completed evaluation packages and reports in accordance with WHC-CM-3-5, Document Control and Records Management Manual.
- 4.4.4 Provides quarterly reports of assessment activity and trending to AS manager and senior staff.

	·	
4.4.5	Develops the integrated assessment schedule with the input of the Functional Area Owners.	
4.4.6	Determines training requirements for Assessment programs.	
.5 HÁ	S Quality Systems (	in the second
4.5.1	Provides oversight of Management Systems, including HAS Management Assessing Program.	ment 2.2.2
4.5.2	Performs verification prior to closure for Priority Planning Grid (PPG) values of higher.	25 or ♣
4.5.3	Assists Management Assessment Coordinator in ensuring duplication of assessment eliminated works assessment Coordinator in ensuring duplication of assessment eliminated works assessment of assessment of a second coordinator in ensuring duplication of assessment eliminated works are second eliminated.	_
4.5.4	Performs annual audit of Management Assessment Program, Buinley 200911.	42.7
	OGRAM IMPLEMENTATION	2A E.}
5.1 Pre	Reviews evaluation package with Functional Area Managera Real Andropage of the Assessment issues.	4.3.1
5.1.1	Functional Area Manager reviews the annual assessment schedule (see Appendix verifies qualified personnel are available to perform the assessment assessment.	bns (8 4.3.2
5.1.2 <sup>75</sup>	Functional Area Managers obtain from the Management Assessment Coordinator necessary lines of inquiry (the performance objectives and criteria for the specifi assessment).	
NOTE:	Projected facility work should be considered when developing a plan to perf assessments, ensuring work interruption is minimized and applicable work i performed.	orm
5.1.3 <sup>70</sup>	Functional Area Manager assigns qualified (verified by TMX) assessor(s) to con assessment in accordance with schedules.	ıplete 🐣
5.1.4	Functional Area Manager and assessor(s) discuss any issues concerning the performance and criteria that will be assessed.	ormance
5.2 Pe	erform Assessment Themselect Themselect Control Contro	<u>.</u>
5.2.1	Assessors perform assessment, using any or all of the following methods:	•

Document process with a simple flowchart to help identify barriers.

- Checklist
- Investigate processes
- Review appropriate procedures, documents, and records
- Interviews of personnel and customers
- Directly observe a process or performance of work.
- Assessors shall immediately report any significant conditions, or potential safety violations to the responsible Functional Area Manager. Observed unsafe acts will be stopped and the responsible managers notified.
- Assessor documents their observations and identifies strengths, weaknesses and conditions of the assessed program.
  - a. Consider evidence affecting quality, safety, health, operability, or the environment, such as: ineffective programs, deficiencies, nonconformance and/or noncompliances.
- 5.2.4 Assessor submits the completed assessment documentation to the responsible Functional Area manager for comments and concurrence. (河河 西山市市中央市区 美国区域
- 5.2.5 Functional Area Manager forwards the original assessment documentation to the Management Assessment Coordinator in accordance with WHC-CM-3-5.
- 5.2.6 Functional Area Manager prepares any lessons learned from the assessment, and submits them to the Management Assessment Coordinator for distribution to the AS organization.
- 5.2.7 Following each 'calendar quarter the Management Assessment Coordinator will conduct a meeting with the Functional Area Managers to discuss the prior quarter's findings. Findings determined to be actual noncompliances will be handled in accordance with WHC-CM-5-4, Section 8.8, "Corrective Action Management," and entered into the Hanford Action Tracking System (HATS) by the HATS administrator. Areas for opportunity to improve will be implemented at the discretion of the Facility Manager.

#### 6.0 RECORDS

- 6.1 The completed assessment documentation is considered a Quality Assurance document and shall be retained as a permanent record.
- Any records generated as a result of activities described in this section will be managed in accordance with applicable Records Inventory and Disposition Schedules, WHC-CM-3-5.

## 7.0 DESIGNATED REVIEWERS

	Designated Reviewing Organizations POC	**
	Operations Support (Champion) T. F. Dale	
	Quality Systems R. B. Millward	_
. '	222-S Analytical Operations  L. F. Perkins  Maintenance & Work Control  J. L. Heinemann	, <del></del>
•	is the fire of the contribution to be a contributed to the fire of the following the contribution of the c	<u> </u>
•	Environmental Compliance	÷
	Laboratory Engineering greats sentined has another storic and and another work with the control of the control	• 0 <u>.4,</u> 8,
8.0	et l'ensider evidence affecting cuvity, safety, bealth, operablity, or the covironment, surb ast increative programe, deficiencies, preferences, and/or noncomplances.	ч.
	FR 830.120, Quality Assurance THE SUPPLY SHOULD ASSURANCE TO THE PROPERTY OF T	<u> </u>
WHO	Functional Area Man Indiana Management Manual and Area Control and Records Management Massassment Control with Wild-Che-Ma-3-3-3.	<b>5.2.</b> 5
WHO	C-CM-5-4, Laboratories Administration  Section 4.1, "Training Responsibilities and Definitions" of regently and or ment alignous	€.2.6
	Section 4.1, "Training Responsibilities and Definitions".  Section 8.8, "Corrective Action Management" A transaction of medical and are action of medical and are action.	- ME
i,	Following each calendar quarter the Management Assessment Coefdinator will conduct a magning with the Functional Area Managers to discuss the prior quarter's findings. Findings determined to be actual noncompliances will be handled in accordance with WHC-CM-5-4, Section 8.8, "Corrective Action Management," and entered into the Harlord Action Tracking System (HATS) by the HATS administrator. Areas for apportunity to improve will be implemented at the discretion of the Facility Manager.	5.2.7
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#### 6.6 RECORDS

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# Appendix A

### Sections of Each Functional Area

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Engineering	Programe		ing Samuran samuran samura
3.1	Design Input	े हुमाना देशका है।	
3.2	Design Output	क्षा गोता व जिल्ला केला है के क्षा गोता व ज़रीने जनका का अंगानेता	
3.3	Design Change Control	25-16-45-420-5-10-16-16-16-16-16-16-16-16-16-16-16-16-16-	
3.4	Design Verifications	Fig. 7 Octobilists Assuting	<u> </u>
3.5	Design Functional Acceptance Criteria		
<b>5.5</b>	200.5	lesue i epening elifectives a	
Configuration	on Management:	large Eveluation	
3.1	Configuration Management Integration		
3.2	Configuration Definition .	Trending and Analysis	
3.3	Configuration Control	See Survival See See See See See See See See See Se	01.7
3.4	Configuration Management Information		
3.5	Configuration Assessments	, , , , , , , , , , , , , , , , , , ,	
. 5.0	oomiga and respectively	Internal	en verous
Fire Protect	ion:	,	· · · · · · · · · · · · · · · · · · ·
3,1	Programmatic Elements	id Transpettation:	រន ឬចន្លែងដី១៩५
3.2	Physical Feature of the Program	Aumini ration and Organization	3.1
3.3	Administrative Features	er en	
		Cushing Assurbance	
Nuclear Sa	fety:	ට ල්වාන් කිරීම සිට	<b>⇒</b> ≥
3.1	Safety Analysis	tastural silveic	13,5
3.2	Operational and Administrative Control	Off-Situ Shipments alo	٥.٠
3.3	Changes/Unreviewed Safety Questions		
3.4	Operation Within Limits		rolling (A
3.5	Basis for Interim Operation (BIO) acid	Rudichogical Air Emissions - honinca	. 多 î 臺 .
3.6	Organization and Administration en	Radiological Air Emissions - Operatio	टें ∔र्ने हैं
3.7	Use of Nuclear Criticality Safety Cont	rol Principles and Parameters of size A.	. \$tai
3.8	Nuclear Criticality Safety Evaluations	and Associated Implementation Docur	nentation
3.9	Operating Procedures and Operational	Aids (Posting and Labeling) and being	48-88 = 1
3.10	Criticality Alarm System and Emerger	ncy Procedures आल्डी गां A किया करिक क	of-te
. 3.11	Criticality Safety Training	Radiological Air Emissions - Records	14-75
3.12	Criticality Safety Precautions for Firef		
3.13	Fissionable Material Storage	Rudiclogical Air Emissices - Training	72-18 <u> </u>
3.14	Fissionable Material On Site Transfers	s and Off Site Shipments	
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QUALITY A	ASSURANCE:	and the second set of the second	-
3.1	Management - Program	•	-
3.2	Managemnt - Personnel Training and	Qualification	
3.3	Management - Quality Improvement :		<del> </del>
3.4	Management - Documents and Record		

		Performance - Work Processes	
		Performance - Design	
		Performance - Procurement	
		Performance - Inspection and Acceptance Testing	_
	3.9	Assessment - Management Assessment	
•	3.10	Assessment - Independent Assessment IGO FACE PRO	
Mana	agemeni	t Systems:	Salabaran (
	3.1	Organization Staffing tuqui cylind	1.1
	3.2	Management Objectives registro 13.500	, : <del>-</del>
	3.3	Management Assessment	
	3.4	Facility Compliance Assurance and	
	3.5	Issue Identification . size Universe & Second & Application . Size Identification . Size	4.2
	3.6	Issue Reporting (Notification)	
	3.7	Issue Evaluation :toomeganetic ac	Configurati
	3.8	Configuration Management Integration gninisrT	3.1
•	3.9	Contiguration Definition  Contiguration Definition	2.2
•	3.10	Work Processes Configuration Control	3.3
	3.11	Records Management homeganath notamical information Management	•
	3.11	Configuration Assessments	3.5
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Pack	aging a	Programmatic Elements : noitatroquarT bn	
	3.1	Physical Feature of the Program noitszinsgrO bns noitszinimbA	3.2
_	3.2	Administrative Features gninistr	_ 3.3
	3.3	Quality Assurance	•
	3.4	Operations :: 19	Nuclear Sa
	3.5	On-Site Transfers 22xisa A ytsha	3.I
•	3.6	Operational and Administrative Controls Controls	3.2
		Changes/Unreviewed Safety Questions	3.3
Air (	Quality	· · · · · · · · · · · · · · · · · · ·	3.4
	1-8	Radiological Air Emissions - Notification (Old) notisted of laterian Operation (Old) notisted and laterian (Old) notisted and laterian (Old) notis	<u>=</u> 3.5
	9-15	Radiological Air Emissions - Operations noincreaning Abus noinszinsgro	3.6
		Use of Nuclear Criticality Safety Co shabhat? ; anoissima niA lasigoloibaR	3.7
	o 19-32	Nuclear Criticality Safety Evaluati gnirotinoM - knoiskima riA lasigoloibana	3.8
• •		Radiological Air Emissions - Continuing Air Monitoring (CAM) i gnits = 0	3.9
		Criticality Alarm System and Emergent statistical At anoissima ria lasignoidan	3,10
		Criticality Safety Training shores - anoissima riA lasigoloiban	3.11
		Criticality Safety Precautions for Fit guitroques - anoissima niA lasigoloibas	3.12
		Radiological Air Emissions - Reporting 11 Riff annual 11 States of Reporting Report Re	&1.£_
		Hazardous Air Emissions - Notification January 100 Strategy of Str	51.5 <u>.</u>
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		Hazardous Air Emissions - Operations	*** .**
	13-81	Hazardous Air Emissions - Monitoring	
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Cult	ural:	Manage notes Personnel Training and Goald of a	* ***
	1-3	Plant and Wildlife Species Preservation in confidence willing - insurance and i	2.5
	4-16	Historical and Archaeological Preservation Affair promute C - in regress?	÷. 📴

EPCRA: 1-11 EPCRA	
Groundwater:  1-24 Data Management and Reporting/Notification 25-43 Facility Groundwater Management 44-78 Groundwater Monitoring System/Groundwater Protection Plan 79-89 Permitting 90-95 Sampling/Characterization 96-105 Injection Wells 106-149 Well Development/Abandonment 149-152 Well Remediation	
107-108  Part II \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	103.10 103.10 103.10
NEPA 1-14 NEPA 1-14 NEPA 1-15 Organism A but a not sciented of the notice of the notic	1.2 =
PCBs: 4.45 PCBs	1.E
Pollution: 1-9 Pollution Prevention oping/filmsbl baseli craiged languaged in the craiged in the	7.25
Solid Waste Management:    Stand Freedom Freedom Measter	· · · · · · · · · · · · · · · · · · ·
10-16 Mixed Waste  17-20 Storage of Mixed Waste  17-21 Lead  22-25 General Requirements for Generators Including Both Satellite Accumulation 90-Day Accumulation Areas and production and production of the second policy o	1.2 <u>-</u> 3.2 3.2 Areas and
Waste Minimization - Unknown Waste  27-28 Generator Record Keeping  Satellite Accumulation Area Requirements  30-41 Container Management Requirements  42-47 Generator Preparedness and Prevention  48-92 Transporters  93 Land Disposal Restrictions	3.69 3.87 3.54

3.5

3.6

3.7

3.8

Implementing Training

Training Effectiveness

Evaluating Training - Trainees

#### Storage Tanks: 1-51 Storage Tanks Water Quality: Non-Radioactive Liquid Discharges - Waste Generating Facility Management 1-10 Non-Radioactive Liquid Discharges - Discharges to Columbia River/NPDES 11-43 44-45 Non-Radioactive Liquid Discharges - Releases to Columbia River 92 ET . Non-Radioactive Liquid Discharges - Stormwater Runoff/Discharges 46-63 الجرناري Non-Radioactive Liquid Discharges - Surface Discharges 64-71 901-39 Non-Radioactive Liquid Discharges - Sampling Requirements 72-78 14-61 Radioactive Liquid Discharges - Releases to Environment 79-91 92-95 Radioactive Liquid Discharges - Releases to Columbia River Radioactive Liquid Discharges - Releases to the Soil (pond/ditch/crib) 96-98 SAOR State # Radioactive Liquid Discharges - Interim Concentration Values 99-102 · Radioactive Liquid Discharges - Record Effluent Monitoring Requirements 103-104 37-100 105-121 Radioactive Liquid Discharges - Monitoring/Sampling/ Notification 107-108 Radioactive Liquid Discharges Calibration Requirements 122-126 109-115 Radioactive Liquid Discharges - New or Modified Facilities 4 127-133 OCCUPATIONAL SAFETY AND HEALTH: NEPA Organization and Administration 3.1 3.2 Procedures and Documentation 3.3 Occupational Safety and Health Concerns PCEE 24-1 3.4 . Surveillance Programs 3.5 Training Policioni 3.6 Industrial Hygiene Hazard Identification Polition Prevention 3.7 -Industrial Hygiene Exposure Assessment ... 3.8 Industrial Hygiene Hazard Prevention/Abatement Solid Waste Management: Chemical, Physical, Biological, and Ergonomic Hazards 3.9 1,3. High-Level Radioactive Waste 3.10 OSHA Standards. Transcranic (TRU) Wasto Industrial Hygiene Workplace Safety 3.11 Low-Level Radioactive Waste 3.12 Medical Surveillance Program Waste Designation Land Disposal Restrictions 8-9 TRAINING AND QUALIFICATION: 10-15 Mixed Waste 3.1 Administration and Organization 17-20 Storage of Mixed Waste Qualifying Instructional Staff. 21 Lead 22-25 General Requirements for Generators Inchalling Requirements for General Requiremen

Development and Evaluation - Training Programs Areatelumuse A VEG-08

Waste Minimization - Unknown Waste

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27-28 Genaceror Record Keeping

วาศักษาการณ์สมาร์ พระเทย (ปี 3,575-71,7**5**7% 20, 3<u>1..</u>. 1

Land Disposal Rendictions

CONDUC	T OF OPERATIONS:
3.1	Operations Organization and Administration
3.2	Shift Routine and Operating Practices
3.3	
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3.5	
3.6	
3.7	
3.8	Control of Equipment and System Status
3.9	Y askents and Tagouts
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. 3.	
-	14 Required Reading したいいという これ (日本) 1 (日本)
	15 Timely Orders to Operators
	16 Technical Procedures
	17 Operator Aid Postings
	18 Equipment and Piping Labeling
٥.	10 Equipment and 1 iping Educinis
Emerger	ncy Management:
3.	· · · · · · · · · · · · · · · · · · ·
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MAINTI	ENANCE:
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4.	· · · · · · · · · · · · · · · · · · ·
. 4.	5 Types of Maintenance
. 4.	
4.	7 Planning, Scheduling, and Coordinating of Maintenance
. 4.	8 Control of Maintenance Activities
4.	10 Procurement of Parts, Materials, and Services
4.	11 Material Receipt, Inspection, Handling, Storage, Retrieval, and Issuance
4.	12 Control and Calibration of Measuring and Test Equipment
4.	13 Maintenance Tools and Equipment Control
· 4	14 Facility Condition Inspections
4	15 Management Involvement
4	16 Maintenance History (and Trending)
	17 Analysis of Maintenance Problems
	18 Modification Work

			•
PANY	ATION	PROTECTION:	
KADI	3.1	Organization and Administration	
	3.2	Standards for Internal and External Exposure and	•
	3.3	Workplace Monitoring and Contamination Control	
	3.4	Entry Control	
	3.5		·
	3.6	Posting and Labeling Radiological Records	
•			
	3.7		
	3.8		₹. ₹ -= .
	3.9 .	Design and Control and ALARA  Release of Materials and Equipment	
	3.10	Release of Materials and Equipment	
	3.11	Accidents and Emergencies	सार् 🖘
	3.12	Radioactive Material and Source Control od O vollegat to source asset used.	
	3.13	Conduct of Radiological Operations guilless periops.	ALC S
	•	Timely Orders to Operators	$\pm 3.15$
•		Technical Procedures	3.16
	•	Operator Aid Postings	71.2
		Equipment and Piping Labeling	Zi.8
٠.		Monagement:	ากรองกามสร้า
		Administration and Organization	1.6
	•	Building Emergency Plan	= ٤٠٤
		Emergency-Response Training	3.3
-		Einergency Fraparodness Drills	4.5 =
•		Emergency Facilities, Equipment, and Resources	3.5
		Emergency Assessment and Notification	3.6
	•	Personnel Protection	3.7
	ł.		
		NCE:	LAINTENA
•		Mathienance Organization and Administration	4,2
• • • •	•	Training and Qualification of Maintenance Personnel	4.3
•		Maintenance Facilities, Equipment and Tools	÷ ;
	•	Types of Maintenance	4.5
,		Maintenance Procedures	- 4.6
		Planning, Scheduling, and Coordinating of Maintenance	4.7
		Control of Maintenance Activities	4.8
		Procurement of Parts, Materials, and Services	4.10
•		Material Receipt, Inspection, Handling, Storage, Retrieval, and Issuance	11.2_
		Control and Calibration of Measuring and Test Equipment	4.12
		Maintenance Thois and Equipment Council	.4.13
		रामानु टान्यांस्थात है	47.40
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#### Appendix B

#### MANAGEMENT ASSESSMENT PROGRAM SCHEDULE FY 1997

	FUNCTIONAL AREA	FIRST QUARTER			SECONO QUARTER		THIRD QUARTER			FOURTH QUARTER			
.		ост	VOV	DEC	JAN	FEB	MAR	APR	MAY	אטל	JUL	AUG	SEP
	ÉNGINEERING SERVICES CONFIGURATION MANAGEMENT FIRE PROTECTION 'NUCLEAR SAFETY	During the first capacity of the assessment based on TMRS.S/RIDS.and.FEB criteria. However these criteria exceed our 100 criteria.		During the second and quarter, the Laboratory focused on the Ecology Recovery activities and assessments in that area. Heanwhile efforts were made based on a formative evaluation of the program to modify criteria to just FEB generic criteria instead		3.1*	3.1*	3,1*	3.1*	3.1*	3.1*		
	QUALITY ASSURANCE 324 HANAGEMENT SYSTEMS					3.1+	3.13	37.42	3.2	3.2			
	ENVIRONMENTAL FIGHT	needs; nor do-they   incorporate laboratory   specific requirements   and criteria.				3-3+		3.1*	1-8	9-18	3.1*		
	CULTURAL EPCRA GROUNDWATER RCRA NEPA PCBS	11-15	31-43	21-25	incorpor specific assessme	rate labor cleriteria ents to the entstarting	ratory if (0 %) ie (0 %)	£4-58	₹. #	V 2	1-24 1-10 - 1-3	1-3 1-3 11-23 4-6	25-43 1-3
	POLLUTION SOLID WASTE MANAGEMENT STORAGE TANK WATER QUALITY	54-72	₹-₽	44-60	.30-9a	7-4	C1+32	1,9-51	1	1. 30	1-9 1-5 2-16	6-10	1-2 10-20 17-30
	OCCUPATIONAL HEALTH/SAFETY	19-29		3.2	20-39		3,31	3.4.44	!	1.74	3.2		
	TRAINING & QUALIFICATION	3.3	1,3		3.4	7:			3.1*			3,1*	
	OPERATIONS EMERGENCY MANAGEMENT	2.24		,	3.5.		·	3.1*	3.2	;	3.1*	, 3.3	3.4
,	MAINTENANCE (MIP SCHEDULE)	2*1*	.s 5-	4.2	3"5"	375+	4.5	1 3 Ce	-	4.10 4.11			4.12 4.13
1	RADIATION PROTECTION .	1 oct	l' Kon	Sãd	1 34%	EEP	{ Nxt	1 VER	3.1 <sup>-7</sup>	3.2	, ,	3.3*	

<sup>\* =</sup> Performance Objectives that are covered by more than one month.

Division is based on trying-to average # of Criteria percoparter--schedules can be modified.

<sup>\*\* =</sup> The first six-months will in FY 2000 be used for laboratory specific regulations, not expressed by FEB criteria, e.g. 29CFR1450. Functional Area Managers will need to determine what regulations and criteria would be applicable.

# MANAGEMENT ASSESSMENT PROGRAM SCHEDULE FY 1998

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FUNCTIONAL AREA	<b>-</b> 71	RST QUART		#44 1. INVESTOR	COND QUAR			HIRD OUART	ER JUN		URTH QUAR	SEP
ENGINEERING SERVICES CONFIGURATION MANAGEMENT FIRE PROTECTION ENI-	3.1*	3.2*	v''S	3.2*	3.2*	MAR.	3.2*	3.2*	3.2*	3.2*	3.3*	3.2*
NUCLEAR SAFETY  XUALITY ASSURANCE  MANAGEMENT SYSTEMS	3.2*	3,3	3.4	3.4	3.5		-3.5	3.5	J	3.6	3.7	
ENVIRONMENTAL PACKAGING & TRANSPORTATION AIR QUALITY CULTURAL EPCRA GROUNDWATER RCRA HEPA PCBS POLLUTION SOLID WASTE MANAGEMENT STORAGE TANK WATER QUALITY	19-29 24-35 11-15	4-6 7-11 31-43	3.2 44-60 4-6 21-29	16-20 gt	te to the		49-61	-7-9 15-18 56-63	3.3* 79-89 7-9 42-47	62-71 26-30	7-9 19-24 64-78	3.4* 90-105 5-6 48-56
OCCUPATIONAL HEALTH/SAFETY.	1 3.3"			13.3*·10		्रितकाक्षा	3.3*	· ·	3.4	3.5	ļ	3.6
TRAINING & QUALIFICATION  OPERATIONS A CARRENT  FEMERGENCY MANAGEMENT		ROMEVE 13.04d o	<del></del>	hoto we	13:30 ac	3 12	3.13 3.4*	3.4	3.15	3.4*	3.5	
MAINTENANCE (MIP SCHEDULE)	naintect	ses poets	4.14.	facused Recover)	n the Ec netiviri	74516 74517	3.1+		4.3	$T^{T}$ .		4.4
RADIATION PROTECTION 2	During t	2°24.51	. :	Dum 152 7	#3;3± 6ix.	3.4	2.1*	3.5	3.7	31.	3.6	<u> </u>

MANAGEMENT ASSESSMENT PROGRAM SCITTING FY 1997.

Appendix B

Appendix B

# MANAGEMENT ASSESSMENT PROGRAM SCHEDULE FY 1999

FUNCTIONAL AREA	·   F	IRST QUART	TER -	SI	ECOND QUÁR	TER	· Ţ	HIRD QUART	TER	FC	FOURTH QUARTER		
	OCT	HOV	DEC	JAN	FEB.	MAR	APR	MAY	JUN	JUL	AUG	SEP	
ENGINEERING SERVICES CONFIGURATION MANAGEMENT FIRE PROTECTION NUCLEAR SAFETY	3.3	3.3* 3.9*	3.2*	3.4	3.3*	3.2*	3.5*	3.4	 3.3*	3.5*	3.5	3.3* 3.14	
QUALITY ASSURANCE MANAGEMENT SYSTEMS	3.7	3.8		3.8	3.9		3.9	3.10		3.10	3.11		
ENVIRONMENTAL PACKAGING & TRANSPORTATION AIR QUALITY CULTURAL EPCRA GROUNDWATER RCRA	54-60 72-84	10-12	3.4* 105- 120	61-70 85-96	10-11	3.5 121- 138	71-80 97-107	13-16	3.6* 139- 149	81-87		3.6* 150- 152	
NEPA PCBS POLLUTION SOLID WASTE MANAGEMENT STORAGE TANK WATER QUALITY	31-35	25-30 80-91	10-12 57-65	36-40	31-34 92-104	7-8 66-74	41-45	35-39 105- 121	13-14 75-83	46-51	40-45 122- 133	9 84-93	
OCCUPATIONAL HEALTH/SAFETY	3.7			3.8		3.9		3.10		3.11		3.12	
TRAINING & QUALIFICATION		3.6		<u> </u>	3.7		<u> </u>	3.8*		<u> </u>	3.8*	ļ!	
OPERATIONS EMERGENCY MANAGEMENT	3.5*	3.16*	-	3,5*	3.16*		3.6	3.16*	.3.7*	3.17	3.7*	3.18	
MAINTENANCE (MIP SCHEDULE)			4.6			4.7 4.8	<u> </u>		4.15			4.18	
RADIATION PROTECTION		3.8		<u> </u>	3.9	<u></u>	3.10	3.11	3.12		3.13		

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